



Welcome to the 2019 IMATS New York Show!

Pilot Freight Services is pleased to be the show carrier as well as the advanced warehouse.

We look forward to handling your cargo for a successful show!

In this packet you will find:

- **Shipping instructions to and from the show.**
- **Trade Show Check List**
- **Insurance Information**
- **Service Level requirements to meet the advanced warehouse deadlines**
- **Cost sheet**
- **Material Handling Form**
- **Labels for shipments to and from the show.**
- **Payment forms**

Control Station: PDX
Effective Date: 02/01/2019

Issued By:
Expiration Date:

Cindy Johnson
4/30/2019



PILOT FREIGHT SERVICES / PORTLAND OREGON

To schedule your trade show pick-up 24/7

Call: 503-229-1010 or 800-448-1648 or email at

pdx@pilotdelivers.com / cindyjohnson@pilotdelivers.com

Staffed Office Hours: 6:00am-9:00pm

Weekend Staffed Hours: Saturday-8:00am-1:00pm

Other Hours: Pilot's Customer Service on call 24-7

Onsite Pilot Representatives:

Cindy Johnson cell: 360-600-2783 email cindyjohnson@pilotdelivers.com

Katalin Torok cell: 503-502-7100 email katalintorok@pilotdelivers.com

DOMESTIC TRADE SHOW SERVICES

- NEXT DAY A.M. – For urgent shipments that must arrive by noon the next day.
- NEXT DAY P.M. – For urgent shipments that must arrive by 5:00 p.m. the next day.
- SECOND DAY – For shipments that must arrive the second business day by 5:00 p.m.
- THIRD DAY – For shipments that must arrive the third business day by 5:00 p.m.
- ECONOMY – For the most economical service, we offer a 3-5 business day delivery for those not so urgent shipments.

****Special Delivery Times may be made on ALL service levels.**

INTERNATIONAL TRADE SHOW SERVICES

- INTERNATIONAL EXPRESS – A door to door expedited service to virtually any country.
- INTERNATIONAL AIR CONSOLIDATION – An economical international air service, offering a door to airport or door to door service to any country excluding time required for customs clearance.
- INTERNATIONAL OCEAN – An economical international ocean service, offering a door to port or door to door service to any country excluding time required for customs clearance.

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TRADE SHOW CHECK LIST

SHIPPING INSTRUCTIONS

- ✓ Contact Pilot Portland to schedule your pick up and your return shipment.

Call 1-800-448-1648 or pdx@pilotdelivers.com

Shipments must arrive at the advanced warehouse on or before April 9th for North America clients and April 5th for international clients

- ✓ Shipments sent to the advanced warehouse must be properly crated, boxed or stretch wrapped on a pallet.
- ✓ **MAKE SURE TO LABEL ALL FREIGHT!**
- ✓ Shipping Labels MUST be placed on ALL pieces clearly stating the destination. If shipping labels were not placed in your shipment packet, please contact the Pilot Sales Representatives at the show. IMATS Show Management will NOT be responsible for labels. **NEVER LET A SHIPMENT GO WITHOUT LABELING IT IN SOME WAY. ALWAYS REMOVE OR COVER OLD LABELS.**
- ✓ Please FILL IN YOUR FINAL PIECE COUNT on the Pilot Freight Services bill of lading. If moving on a pallet, you MUST have an accurate loose piece count on the bill of lading. *“One pallet” is not acceptable!* Please sign the Pilot Freight Services bill in the box marked “Shippers Authorization” located in the upper left of the bill of lading.
- ✓ Report to the Pilot service desk to get a show bill of lading if your company did not provide you with a return bill of lading. Complete and return a Pilot Freight bill of lading and the material handling form **prior** to leaving the show.
- ✓ Contact *PILOT FREIGHT SERVICES* at 800-448-1648 and inform them of any changes or revisions.
- ✓ Have your credit card authorization form filled out and emailed into Pilot prior to freight being picked up.

INSURANCE

- ✓ We recommend that you insure your freight with all risk insurance. Minimum charge is \$15.00 or .75 per \$100.00.

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IMATS New York Show 2019



To be a leader in the transportation and logistics industry means producing consistent, quality results. We continually measure the performance of our operations, paying special attention to our customers' needs, and responding with improved shipping and logistics solutions.

Quotes & Booking Information



Please call us at **1-800-448-1648**



Domestic E-mail: pdx@pilotdelivers.com

International E-mail: pdxintl@pilotdelivers.com

Must be at advanced warehouse, Pilot Freight Services (EWR) on or before dates listed below:

North America - April 9th

International–April 5th

**If you have any questions please feel free to give us a call or email.*

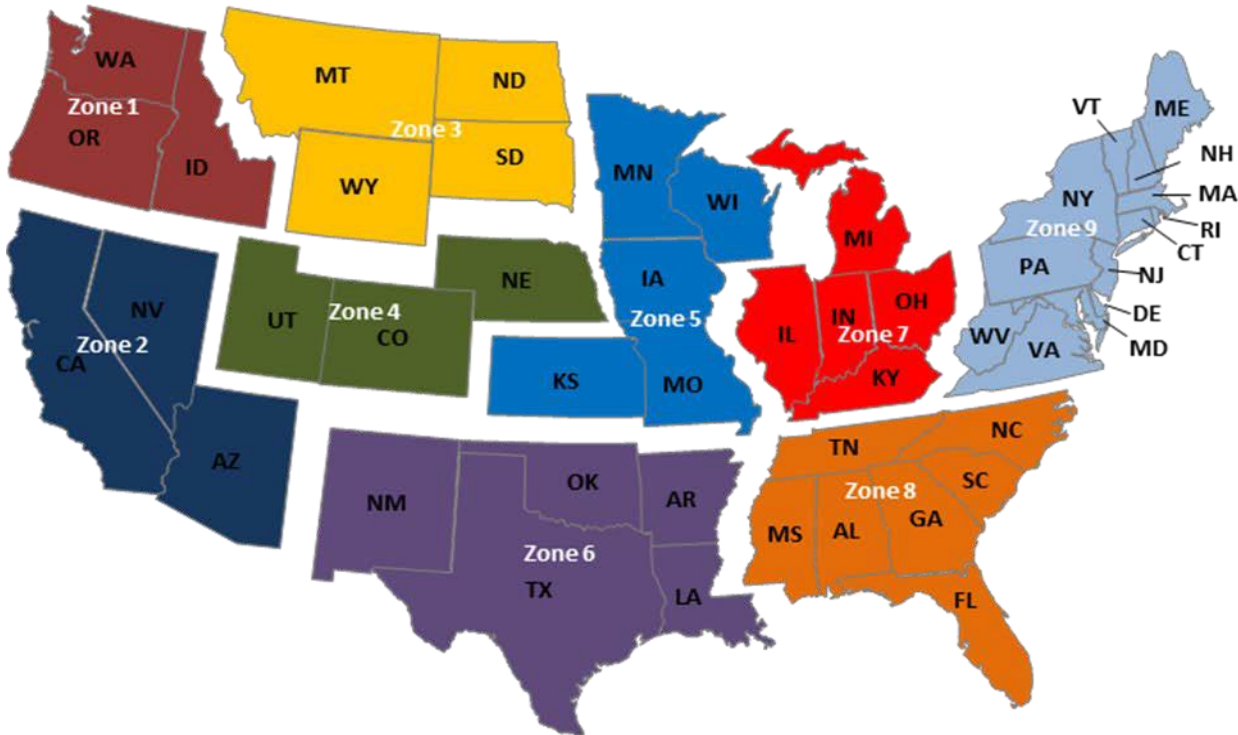
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Tariff To/From Advanced Warehouse

USA Rates



From Zone	To Zones								
	1	2	3	4	5	6	7	8	9
1	A	B	E	B	C	C	C	D	D
2	B	A	E	B	C	B	C	D	D
3	E	E	E	E	E	E	E	E	E
4	B	B	E	A	B	B	B	C	C
5	C	C	E	B	A	B	B	B	B
6	C	C	E	B	B	A	B	B	C
7	C	C	E	C	B	B	A	B	B
8	D	D	E	C	C	B	B	A	B
9	D	D	E	C	C	C	B	B	A

For Rules and Conditions, along with Service Definitions, refer to pages 2 – 5 of this Local Account Tariff.

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Tariff To/From Advanced Warehouse

Rules & Conditions

This tariff's rules and conditions, along with the rates contained herein are applicable for the IMATS Show and when IMATS show exhibitors are the paying party on the Pilot waybill at the time of tender to Pilot. Pilot's Conditions of Contract as stated on the reverse side of the waybill, along with Pilot's Rules Tariff #2 also apply except for the rules and conditions listed below.

1. **Service Commitment:** Pilot service levels as stated in our current *Service Guide* are as follows:

- ◆ *Next Day AM:* Delivery by 12:00 PM the next business day to AM points
Delivery by 5:00 PM the next business day to PM points
- ◆ *Next Day PM:* Delivery by 5:00 PM the next business day to AM/PM points
- ◆ *Two Day:* Delivery by 5:00 PM the second business day to AM/PM points
- ◆ *Three Day:* Delivery by 5:00 PM the third business day to AM/PM points
- ◆ *Economy:* Delivery by 5:00 PM the fifth business day to AM/PM points

Notes: Next Day AM & Next Day PM shipments must be available for pick up before the standard route truck leaves the area. Any Next Day shipment picked up after the route truck departs the area is subject to a 70% surcharge of the normal Next Day AM rate

Next Day Service AM					
Weight	A	B	C	D	E
Minimum	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00
1-499	\$1.95	\$2.00	\$2.05	\$2.15	\$2.30
500-999	\$1.75	\$1.80	\$1.85	\$1.90	\$2.05
1000+	\$1.65	\$1.70	\$1.75	\$1.80	\$2.00

Next Day Service PM					
Weight	A	B	C	D	E
Minimum	\$180.00	\$190.00	\$190.00	\$200.00	\$220.00
1-499	\$1.55	\$1.65	\$1.70	\$1.75	\$1.90
500-999	\$1.35	\$1.45	\$1.50	\$1.55	\$1.70
1000+	\$1.30	\$1.40	\$1.45	\$1.50	\$1.65

Second Day Service					
Weight	A	B	C	D	E
Minimum	\$180.00	\$190.00	\$190.00	\$200.00	\$220.00
1-499	\$0.90	\$0.95	\$1.00	\$1.05	\$1.59
500-999	\$0.85	\$0.90	\$0.95	\$1.00	\$1.50
1000+	\$0.80	\$0.85	\$0.90	\$0.95	\$1.46

Three Day Service					
Weight	A	B	C	D	E
Minimum	\$170.00	\$180.00	\$180.00	\$200.00	\$220.00
1-499	\$0.75	\$0.80	\$0.90	\$1.01	\$1.30
500-999	\$0.70	\$0.77	\$0.87	\$0.95	\$1.21
1000+	\$0.65	\$0.74	\$0.84	\$0.92	\$1.16

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Tariff To/From Advanced Warehouse

Rules & Conditions (Continued)

Economy Service Rate Matrix

Economy Service					
Weight	A	B	C	D	E
1-300	\$130	\$140	\$150	\$160	\$190
301-700	\$0.46	\$0.49	\$0.53	\$0.55	\$0.58
701-2000	\$0.44	\$0.48	\$0.51	\$0.54	\$0.56
2000+	\$0.43	\$0.46	\$0.49	\$0.52	\$0.54

Economy Service Parameters:

- No deficit weight will be added to any shipments.
 - All rates above 300 lbs are subject to a minimum charge equal to the 1-300lbs rate.
 - Base Rate includes: For shipments to the IMATS show; Vendor Pick-up, Line haul and delivery to advanced whse only. For shipments from the IMATS show; Vendor Pick-up at the advanced whse, Line haul, and Standard dock delivery to Vendors location. Please see the material handling sheet for pricing to and from Pier 94 to advanced whse.
 - Rates are subject to a 250 dim factor and will be rated off the dim weight when the dim weight exceeds shipping weight.
 - Economy service is defined as delivery by 5:00 PM
 - Economy rates are subject to the zone map and matrix included on page 1.
- Service Upgrade:** Shipments originating in or delivering to 'ES' points as identified in the *Pilot Service Guide* requiring next business day delivery may be upgraded to First Flight Service and rates to meet the delivery requirement. Two Day service shipments originating in or delivering to 'ES' points may be upgraded to the Next Day PM rate to satisfy the delivery requirement.
 - Service outside the Continental USA:** Except for First Flight service, any shipment to or from the points listed below will be rated at the Next Day PM rate using rate using the rate from "Zone A to Zone C" (regardless of origin), plus an additional charge as stated below:

Outside Continental USA Points:	Minimum	Per #
Anchorage, AK	\$55.00	\$.55
Honolulu, HI	\$55.00	\$.55
San Juan, PR	\$40.00	\$.40

Notes: An additional business day of transit will be required for these destinations. Transit time to Puerto Rico is not inclusive of Customs clearance formalities. Other airport cities in Alaska and Hawaii will be handled on a spot quote basis. First Flight shipments are also subject to the additional charges as stated above in addition to the published First Flight rate.
 - Oversize cargo and Oversize Upgrade Application:** A shipment that contains a piece with a length of eighty-five inches (85") or greater, or a height or width of forty-two inches (42") or greater, or with a chargeable weight of more than 300 lbs. may require an additional business day of transit and/or an oversize surcharge of 40% of the applicable service rate. If service cannot be performed with the upgrade surcharge at the same level of service, then the shipment will be rated at the next higher level of service.

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Tariff To/From Advanced Warehouse

Rules & Conditions (Continued)

5. **Dangerous Goods shipments:** The shipper agrees to package commodities classified as dangerous goods for "passenger or cargo only" aircraft in accordance with current IATA regulations. All dangerous goods shipments must be tendered on an individual Pilot waybill as a separate shipment. Shipments containing dangerous goods will be assessed a charge of \$50.00 per IATA UN number classification in addition to all other charges applicable.
6. **Pick-Up and Delivery Service:** Normal pick-up and delivery service parameters are Monday through Friday between 8:00 AM and 5:00 PM. Special pick-up/delivery service is defined as an expedited pick-up and/or delivery performed prior to the time that normal pick-up/delivery would be made in the course of the regularly scheduled route, or pick-up/delivery performed Monday through Friday between the hours of 5:00 PM and 8:00 AM, or Saturday, Sunday and legal holidays.

Special pick-up and delivery will be based on a rate of \$2.35/mile one way between the terminal and pick-up or delivery point. This rate is calculated by using the practical route as computed by PC Miller® software subject to a minimum charge as stated below:

Monday through Friday - 8:00 AM to 5:00 PM	\$70.00
Monday through Friday - 5:00 PM to 8:00 AM	\$80.00
Saturday - 8:00 AM to 1:00 PM	\$80.00
Saturday - all other hours	\$95.00
Sunday and legal holidays - all hours	\$125.00

Note: The above special pick-up or special delivery charges are also applicable for any attempted special pick-ups or attempted special deliveries if not the result of Pilot's negligence in performing the originally requested service.

7. **Beyond Area Charges:** All rates include pick-up and delivery within major metropolitan city areas within the USA. Points listed as 'ES' in the *Pilot Service Guide* or not listed therein will be assessed an additional charge of \$36.00 minimum or \$.16/lb.
8. **Accessorial Charges:** The following surcharges are applicable if services are required:

Attempted pick-up/delivery (AM/PM points)	\$15.00 minimum or 9.00/cwt
Attempted pick-up/delivery (ES points)	\$55.00 minimum or 18.00/cwt
C.O.D. service	\$15.00 minimum or .5% of the C.O.D. amount
Convention Center pick-up/delivery	Please refer to the Material Handling Sheet
Dedicated pick-up/delivery vehicle (other than normal route truck)	\$175.00 for straight truck \$250.00 for tractor/trailer
Inside pick-up/delivery	\$15.00 minimum or \$6.00/cwt
Liftgate service (AM/PM points)	\$45.00 per pick-up/delivery
Liftgate service (ES points)	\$55.00 per pick-up/delivery
Re-consignment fee	\$5.00 per shipment
Re-delivery service	\$12.00 minimum or \$7.50/cwt
Residential pick-up/delivery	\$15.00 minimum or \$6.00/cwt
Two man pick-up/delivery	\$50.00 per hour
Unpacking & Debris Removal	\$25.00 minimum or \$15.00/cwt
Waiting time	\$15.00 per ¼ hour, first 15 minutes free
Packaging Fee	Minimum \$30.00

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Tariff To/From Advanced Warehouse

Rules & Conditions (Continued)

9. **Dimensional Weight:** Transportation charges will be assessed on the gross weight of the shipment based on the greater of the actual or dimensional weight. Dimensional weight will be calculated from the cubic measurement of the shipment on the basis of one (1) pound for each 194 cubic inches or fraction thereof, except for: 1) any shipment that requires all-cargo aircraft utilization, which will utilize the formula of one (1) pound for each 166 cubic inches or fraction thereof; and, 2) USA Economy & LTL service, which will utilize the formula of one (1) pound for each 250 cubic inches or fraction thereof. Shipments to Alaska, regardless of service level requested, will utilize the formula of one (1) pound for each 173 cubic inches or fraction thereof, except when routing on all-cargo aircraft is required, in which case the dimensional factor will be one (1) pound for each 166 cubic inches or fraction thereof. Shipments to Hawaii or Puerto Rico, regardless of service level requested, will utilize the formula of one (1) pound for each 194 cubic inches or fraction thereof, except when routing on all-cargo aircraft is required, in which case the dimensional factor will be one (1) pound for each 166 cubic inches or fraction thereof. Shipments to/from Canada, as well as international shipments, will be based on one (1) pound for each 166 cubic inches or fraction thereof.
10. **Carrier Liability:** The maximum liability for any loss or damage of a shipment or part thereof as a result of Pilot's negligence will be \$.50/lb., with a minimum of \$50.00 per shipment, or the actual value, whichever is lesser. Where the declared value of the shipment is in excess of the terms stated above, Pilot will assess an excess value rate of \$.75 per \$100.00 or fraction thereof, subject to a minimum charge of \$15.00. All risk marine insurance may also be purchased from Pilot for a quoted, mutually agreed upon, premium.
11. **Fuel Surcharge Application:** A Fuel surcharge will be applied at prevailing national fuel index.

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MATERIAL HANDLING FEES

- Delivery/Pickup Fee to and from Pier 94 via the advanced warehouse — all deliveries/pickups at Pier 94 will be charged a minimum of \$50.00 or \$.35 per lb, with a maximum of \$550.00, this rate includes convention fee delivery/pick up and fuel surcharges—this is for both shipments that come to the advanced warehouse in EWR via Pilot Services as well as those that are sent via other carriers. *Additional charges for waiting time as per Cartage standards will apply.*
- Handling Fee— for those shipments that arrive at the advanced warehouse via outside carrier, we will expense a \$75.00 minimum or \$.20 per lb or a maximum of \$550.00.

*This fee will also be assessed for shipments returning to the advanced warehouse that will be picked up by an outside carrier off our dock.

- Storage Fee— for shipments that will be returning to the EWR advanced warehouse for storage, we will expense a flat fee of \$75.00 per week for each pallet position or part of. Storage fees will begin Thursday April 19th 2018. No storage fees will apply on shipments moving to the next show site via Pilot Freight Services.

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Labels below are provided for your convenience. Place one on each piece to the Pilot Show Services. Pilot Freight Services Newark, NJ.

<p>Pilot Advance Warehouse NJ</p> <p>PILOT FREIGHT SERVICES</p> <p>To: _____ Exhibitor Company Name (As shown in IMATS Exhibitor List)</p> <p>To: Pilot Freight Services 925 Julia Street Newark, NJ 07201</p> <p><u>Event: IMATS New York 2019</u></p> <p><u>BOOTH NO.- # OF PCS.</u></p>

<p>Pilot Advance Warehouse NJ</p> <p>PILOT FREIGHT SERVICES</p> <p>To: _____ Exhibitor Company Name (As shown in IMATS Exhibitor List)</p> <p>To: Pilot Freight Services 925 Julia Street Newark, NJ 07201</p> <p><u>Event: IMATS New York 2019</u></p> <p><u>BOOTH NO.- # OF PCS.</u></p>



Return labels below are provided for your convenience. Place one on each piece to the Pilot Show Services. Pilot Freight Services Newark, NJ.

Pilot Advance Warehouse NJ 


To: _____

Exhibitor Company Name
(As shown in IMATS Exhibitor List)

To:

Event: IMATS New York 2019

BOOTH NO.- # OF PCS.

Pilot Advance Warehouse NJ 

To: _____

Exhibitor Company Name
(As shown in IMATS Exhibitor List)

To:

Event: IMATS New York 2019

BOOTH NO.- # OF PCS.

Credit Card Authorization Form

PLEASE COMPLETE THIS AUTHORIZATION AND RETURN TO: pdx@pilotdelivers.com

All information will remain confidential

Final charges are based on the shipments final re-weigh and piece count

Exhibitor Name: _____ **Booth #** _____

Date: _____

Cardholder Name: _____

Billing Address: _____

Phone/Fax: _____

E-Mail Address: _____

Credit Card Type: Visa MasterCard American Express

Credit Card Number: _____

Expiration Date: _____

Card Identification Number: _____

For Pilot Freight Services Use Only

Amount to Charge: \$ (USD) _____ Account # _____

Invoice # _____ \$ _____

Invoice # _____ \$ _____

Invoice # _____ \$ _____

Invoice # _____ \$ _____

Submitted by: *(required)* Katalin Torok/Cindy Johnson

Station: PDX

Dated: _____

Receipt required: Yes No

FOR AR USE ONLY

Authorization Code: _____